



United States Agency for International Development USAID/Afghanistan, Kabul

Date: 06/06/2004
VAC NO: USAID/04/008

USAID is announcing a vacancy for the following position

Warehouseman

Performs manual supply duties, in the USAID/Afghanistan warehouse. Also performs manual duties for the movement of property to and from offices and or residences.

BASIC FUNCTION OF THE POSITION:

The Warehouseman is directly supervised by Property Management Supervisor USAID/Afghanistan, the incumbent will:

1. Unloads incoming supplies, office and household furniture and equipment. Moves supplies to proper storage areas. May apply protective coatings to certain supply items.
2. Fills requisitions in accordance with instructions, picking items from storage areas, segregates and assembles them, and moves them to the warehouse checkout point.
3. Assists in checking storage areas to ensure that items of supply are properly stored in the correct locations, and that no safety or fire hazards exist. Keeps storage areas clean. Assists in conducting inventories and performs other duties as required.
4. Other duties as assigned, including assisting in moves of material and furniture and driving.

DESIRED QUALIFICATIONS:

Education: Completion of elementary school is required.

Work Experience: Six months to 1 year of Warehouseman experience, or an equivalent combination of warehouseman and laborer experience.

Language Proficiency: Level II English ability (fair working knowledge) is required, basic knowledge of Dari/Pashto is desirable.

Knowledge: Good knowledge of safe storage procedures and practices.

Skills and Abilities: Must be able to perform moderately heavy work and make heavy lifts at times. Highly desirable that the employee possess a local driver's license to operate fork lift truck or other vehicles when necessary.

Salary Range: FSN-1

THESE ARE LOCAL HIRE POSITIONS

Applications must be in English. Deadline for submitting applications is 06/20/2004. Applications should be sent to USAID inbox in front of US Embassy, attention to Kamal Paudel kpaudel@usaid.gov or Sameer Lodeen slodeen@usaid.gov and should be submitted by the closing date 06/20/2004. Curriculum Vitae, together with a covering letter which includes a job title and should specify skills and educational background.

**USAID IS AN EQUAL OPPORTUNITY EMPLOYER. ALL ETHNIC GROUPS ARE
URGED TO APPLY**

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